

BRIGHTON TOWN COUNCIL MINUTES

REPRESENTATION • COMMUNITY • LEGACY

February 3, 2020 ▪ 6:30 pm ▪ Fire Station #108 ▪ Presiding: Mayor Dan Knopp

ATTENDANCE

Dan Knopp, Jeff Bossard, Carolyn Keigley, Jenna Malone, Keith Zuspan, Polly McLean, Barbara Cameron, Lee Arnold, Dustin Dern, Randy Doyle, Dena Hull, Chad Smith

PLEDGE OF ALLEGIANCE. Lee Arnold led the Council and audience in the Pledge of Allegiance.

MINUTES. The Minutes of the January 6, 2020 Town Council meeting were approved as submitted.

BUSINESS

Mayor Knopp noted that Lisa Romney (Rocky Mountain Power) and Pam Roberts (WFWRD) had to be rescheduled for the March Town Council meeting due to the snowstorm.

Canyon General Plan. Jake Young, Regional Planner with SLCounty, called in to discuss the update to the Canyons General Plan draft that will be presented to the MPD on February 6, 2020 at 4 pm at the County Complex North Bldg. Room S2-800. Jenna asked if the Canyons General Plan (CGP) includes Defensible Space provisions. Jake answered that it does in several places, and will be specifically readdressed during the revision of FCOZ, following the CGP adoption. Brighton will participate in that revision. Dan asked if the US Forest Service was part of the planning process. Jake responded that Lance Kovall met frequently with his team, and is a willing partner in canyon sustainability. Dan Knopp noted that Accessory Dwelling Units (ADUs) are included as a type of housing unit for the canyons, but water contracts, winter travel, parking, and short-term rentals conflict with ADU needs. Jake replied that any possible ADU ordinances would have to be customized for Brighton. This is an advisory document, nothing is mandatory. Jeff Bossard complimented the comprehensiveness of the plan and asked how Brighton fits into the General Plan. Jake replied that this will serve as Brighton's General Plan, and would be a good idea to form a committee within the MPD to resolve specific Town concerns. Polly McLean spoke with MPD attorney Zach Shaw about creating better communications with the MPD because locals have the most accurate view. Dan Knopp expressed concern about the rehab center that was built and rented illegally with no oversight or enforcement. If Brighton recommends approval of this General Plan, are we allowing looser guidelines to be adopted? Jenna Malone noted that a formal channel of communication should be adopted, recognizing that land use authority ultimately rests with the MPD, not Brighton. Polly will reach out to Zach Shaw to clarify additional communication possibilities for Brighton. She will also draft a Resolution or letter of approval for the CGP, pending agreement on improved communication channels between Brighton and the MPD.

Volunteer Policy. Polly McLean presented a Volunteer Policy draft. Carolyn Keigley moved that the Town Council adopt the Volunteer Policy by Resolution. Seconded by Jenna Malone. MOTION PASSED UNANIMOUSLY.

Rules of Order Amendments. Jenna Malone moved that the Council adopt Resolution 2020-7 Amended Rules of Order #1 through 10, but strike Rule # 11-Committees. Carolyn Keigley seconded. MOTION PASSED UNANIMOUSLY. Polly will contact CWC attorney Shane Topham to discuss guidelines for public entity committees that insure transparency and inclusiveness.

Town Seal, Stamp, and Logo. Carolyn Keigley presented the Town Stamp and Seal. She will conduct a contest for the town logo. Dan Knopp said woodcarver Jim Valentine has offered to carve a Brighton sign for the office door.

Public Outreach. Jenna Malone reported that she and Keith Zuspan are the contacts for the Town website and email system. They will schedule a training session with website provider Municode, pending the hiring of a Town Clerk. Polly McLean has been working closely with Municode to post Ordinances, Agendas, Minutes, RFPs, etc. Jenna noted that she is seeking an intern to help compile a contact list of local and secondary residents. Carolyn Keigley pointed out that email and newsletters appear to be the most effective way to communicate with

residents, according to a recent League of Cities and Towns training session she attended. Websites and social media come in third. Keith Zuspan owns the *brightonutah.org* domain name to insure website integrity.

Feasibility Report Payment. Jeff Bossard moved that the Council authorize full payment of the Revised Feasibility Study for the Town of Brighton-3rd Version-October 10, 2018, to the Lt. Governor's Office. Carolyn Keigley seconded. MOTION PASSED UNANIMOUSLY. The invoice for \$21,283.80 will be sent to the MSD for payment.

UFSA Interlocal Agreement. Dan Knopp reported that the UFSA is revising its Interlocal Agreement for all cities and towns to reflect the new weighted voting system: 50% vote by population, 50% vote by financial contribution. Brighton will be subject to the new agreement when it becomes finalized. Meanwhile, Brighton is subject to the current agreement that automatically includes membership in UFSA. So, we will eventually need 2 acknowledgements of entry into the UFSA. Polly will present these Resolutions at the March Council meeting.

Transportation Advisory Committee. Co-chairs Jenna Malone and Carolyn Keigley said that the committee will be an informal citizens' advisory committee. It remains undetermined if Town Council members will be directly involved or if this will be a group only offering resident opinions to the Town Council. Dan asked if the committee could present a list of potential member names to the Town Council at the March meeting. Keith expressed concerns about having Town Council members on the Committee as a conflict of interest. Also, he said transportation has been a troublesome issue for 30 years; would this committee have any impact? Jenna replied this would give a stronger voice to residents. Dan hoped committee meetings would be open and transparent. Polly will consult with advisors on the best way to accomplish the goals of this informal group, and bring ideas to the March Town Council meeting.

REPORTS

Mayor Knopp reported that he met with UTA Director Carleton Christensen who said ski bus ridership is up by 48% this year. The CWC is putting its focus on transportation and short-term projects. He is optimistic that CWC, UDOT, and UTA will be working together again. The recent League of Cities and Towns Local Officials Day provided great networking and public outreach opportunities. UFA is looking into how fire stations should be used. Current uses for Station #108 include meetings such as Town Council, BCCA, Brighton Institute, Avalanche Training, HOAs. They would prefer that there be no for-profit meetings, or weddings. Dan would like to invite USFS Trails and Disbursed Recreation Manager, Zinnia Wilson to the March Meeting. The Town will probably need a mileage policy for Council members, employees, and volunteers. Could Polly McLean look into this for the March meeting?

Keith Zuspan reported that Brighton was not included in the initial MSD Emergency Planning Services contract, but Kearns Metro gave up a half day/week for us to be included at a cost of \$9000/year. Dusty Dern noted that our UFA contract does not include an Emergency Manager, so we might appreciate being part of the MSD contract. Jeff Bossard said he has been in contact with the Emergency Manager, and he and Dusty will continue in that role. Keith further reported that WFWRD is improving the Trash Compactor, and Rocky Mountain Power will install three-phase electricity to operate it. He pointed out that this property belongs to SLCounty, so invoices for repair should go to SLCounty. The land for the old fire station and the trash compactor was donated by the Moyle family for the benefit of the community.

Jenna Malone reported that the town email system is operational. All Council members should be using it. It will be decided later if Polly and Barbara need to have the *.utah.gov* email account, depending on costs. Jenna reported that the Short-term Rental meeting with the MSD was helpful. She feels that it will help tighten up ordinances, promote safety, and assist in enforcement of business licenses.

Carolyn Keigley reported that UPD and SLVLESA have been going well. So far SLVLESA is reluctant to approve weighted voting because it hasn't been an issue and may not be necessary. She and Dan Knopp will attend two meetings this month with Sheriff Rivera.

Jeff Bossard reported that Scott Ruff, SLVECC Director, said Brighton is already represented by UFA on the SLVECC Board of Trustees, but will contact Chief Peterson for a final decision. Jeff was sworn in on the Mosquito

Abatement Board of Trustees. He noted that he serves with Talia Butler, a Cottonwood Heights(CH) City Council member. She told him that the north end of the Gravel Pit might be used for a parking structure. Jeff noted that it would be worth our while to work more closely with the CH City Council to stay informed about their plans. Jenna offered to take turns going to those meetings. They meet on the 1st and 3rd Tuesdays, with a work meeting that starts at 4:30 pm, and the Council meeting at 7 pm. Polly suggested also that Town Council members can monitor the OPMA website (publicnotice.utah.gov) for any entity they want to track. There is a lot of information there.

Polly McLean officially registered the Town with the Governor's Office. However she needs an official address. It was decided that 7688 S. Big Cottonwood Canyon Road, Brighton, UT 84121 will be the official Town address. She also needs an official phone number, but will have to wait until the contract with UFA is complete. She is working with Les Olson to be sure conduit is installed for phone and internet service at Fire Station #108. Polly finalized Nate Rockwood's contract. Nate gave a Request for Proposal (RFP) document concerning a possible Feasibility Study to two consultants. He will present the bids at the March meeting. Polly has set a deadline of 2-20-2020 to have the Brighton Municipal Code completed. The Town Council can then consider the Final Compilation of Ordinances at the March Meeting. It will then be uploaded to the Municode website. Dan offered to send a website contact that provides less expensive Code updating after the initial placement. Ina Oviatt at the MSD does Code updating for all the Metros at no additional cost, and offered to do it for Brighton.

The entire Council thanked Polly for the massive amount of work she has accomplished on behalf of the Brighton start-up. Council members were urged to be respectful of her time, and contact her mostly through Mayor Knopp. However, she stated that it's important that she remain connected so she doesn't have to go back and repair legal issues that may ultimately complicate her work.

BCCA Report. Barbara Cameron would like the Council's support for Census 2020. She would also like support for HB182-Noise Pollution Amendments, proposing that mufflers be included in the annual emissions inspection for cars. A short-term rental application for Dustin & Crystal Armstrong, 8071 Millicentview Place (to be managed by Carole McCalla) will be presented at the February 10th BCCA meeting. Council members requested that short-term rental applications come to the Town Council rather than BCCA going forward. Barbara presented BCCA's 2019 expenditures as a preview of what funding might be needed in the upcoming budget cycle. She also reported that there are plans for a Brighton Days Celebration. Carolyn asked Randy Doyle if he would reserve the Milly Chalet for July 24 and 25, 2020. He agreed.

Public Safety Services. Both Dusty Dern and Lee Arnold asked if the Town Council wanted regular reports from them. Council members requested a monthly report going forward. Dusty reported that the 1937 Antique Engine will be available for Brighton's 4th of July Parade.

Public Comment. Carolyn Keigley reported concerns about private companies conducting snowshoe tours on SLC Public Utilities (SLCPUD) properties in Mill F. Snowmobiles are running into Mill F near the creek, sometimes chasing wildlife. Snowboarders are building jumps with cast-off junk along the Guard road. Overnight camping in summer is also a concern at Willow Heights. Dan offered to set up a meeting with Laura Briefer, SLCPUD Director, to discuss these concerns and concerns about other development issues in Brighton.

10. ADJOURN The meeting was adjourned at 9:15 pm.

Submitted by Barbara Cameron, Acting Town Clerk
